

Message

From: Leonard, Paul [leonard.paul@epa.gov]
Sent: 1/26/2021 4:13:05 PM
To: McManus, Catharine [mcmanus.catharine@epa.gov]; Esher, Diana [Esher.Diana@epa.gov]
CC: Schuman, Kevin [schuman.kevin@epa.gov]
Subject: RE: Please submit Trump appointees' separation checklists ASAP

The official end of an era

Paul Leonard, Senior Advisor
Office of the Regional Administrator
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From: McManus, Catharine <mcmanus.catharine@epa.gov>
Sent: Tuesday, January 26, 2021 10:31 AM
To: Esher, Diana <Esher.Diana@epa.gov>; Leonard, Paul <leonard.paul@epa.gov>
Cc: Schuman, Kevin <schuman.kevin@epa.gov>
Subject: FW: Please submit Trump appointees' separation checklists ASAP
Importance: High

Kevin checked and Cos and Jen's have been submitted and accepted.

Kate McManus
Mission Support Division Director
EPA Region 3
215-814-5337

From: Smith, Kathryn <Smith.Kathryn@epa.gov>
Sent: Tuesday, January 26, 2021 10:30 AM
To: SES Contact List <SES_Contact_List@epa.gov>
Cc: Carr, Dorothy <Carr.Dorothy@epa.gov>; Moore, Patricia <Moore.Patricia@epa.gov>; Timpy, Sarah <timpy.sarah@epa.gov>
Subject: Please submit Trump appointees' separation checklists ASAP
Importance: High

Good morning,

Please submit completed separation checklists for all Trump appointees to the Executive Resources team as soon as possible. Our office is still waiting to receive about half of the separation checklists for departed Trump appointees. There are currently 58 missing and we cannot process their actions until their checklists are received. Late submissions may result in folks being unable to apply timely for unemployment and delayed final checks.

Sarah Timpy from my team will be reaching out to remind each Region/AAship of whose checklists we are still missing. Please prioritize getting these checklists to us as soon as possible.

Thank you,

Kathryn Smith

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OFFICE OF ADMINISTRATION AND RESOURCES MANAGEMENT
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